



**TOWN OF STRATFORD
PURCHASING DEPARTMENT
STRATFORD, CONNECTICUT**

BID No. 2014-002

Issued : January 8, 2014

Subject : On-Call Services and Equipment for Public Works

The Town of Stratford through the Office of the Purchasing Agent, will receive SEALED BIDS for furnishing the equipment described in the accompanying specifications, in accordance with the instructions, conditions and reservations that follow:

A. CLOSING DATE:

Bids will be received until 3:00 pm January 31, 2014, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above, in the Office of the Purchasing Agent, Room 202, Town Hall, 2725 Main Street, Stratford, CT 06615.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any bids received after the date and time specified shall NOT be considered. No bidder may withdraw a bid within 45 days after the actual opening thereof.

B. INSTRUCTIONS:

Bid proposals are to be submitted (**TWO COPIES**) in a sealed envelope and clearly marked with the bid number and description on the outside of the envelope, including all outer packaging (DHL, FedEx, UPS, etc).

Bids must be delivered to:

Purchasing Department
Stratford Town Hall – Rm 202
2725 Main Street
Stratford, CT 06615

C. CONDITIONS:

Bid Surety:

A bid surety is not required.

Payment: Final payment will be made upon the acceptance of the completed work by an authorized representative of the Town of Stratford. NO partial payments will be made. Invoices covering the work specified herein should be forwarded to the Purchasing Department upon completion of the project.

Taxes: The Town of Stratford is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

Addendums: All addendums will be posted on the town website, www.townofstratford.com. It is the responsibility of the bidder to check the website for any addendums before submitting their bid.

F.O.B. Destination: All prices quoted must be net delivered to destination.

Conflict of Interest: No public official or employee shall, while serving as such, have any financial interest or engage in any business, employment, transaction or professional activity or incur any obligation of any nature which is in substantial conflict with the proper discharge of his/her duties or employment in the public interest.

D. RESERVATIONS:

The Town of Stratford may consider informal any proposal not prepared and submitted to the Town in accordance with the provisions herein stated. The Town of Stratford reserves the right to reject any or all proposals or parts of proposals; to waive defects in same proposals; or to accept any proposal or part thereof deemed to be in the best interests of the Town of Stratford.

TOWN OF STRATFORD

BID #2014-002

On-Call Services and Equipment for Public Works

The Town of Stratford (Town) on behalf of its Department of Public Works (DPW) is seeking competitive bids from qualified Contractors to provide all labor, materials, equipment and all else necessary for the services and equipment to augment the Town's Department of Public Works crews in the event of multiple on-call situations as specified herein.

Addenda concerning important information and/or modifications to specifications will be posted on the Town of Stratford Purchasing Department website. The following applies to questions and the issuance of addendum for this Bid.

- It is the bidder's sole responsibility to monitor the above website for all updated information.
- Addenda will not be mailed, emailed, or faxed out.
- Written request for information regarding the specifications and the bidding procedures will not be accepted after 12:00 pm on January 21st, 2014.
- All Requests for Information should be directed in writing to bcarey@townofstratford.com or 203-385-4082.
- **No verbal requests for information or other means will be accepted.**
- All responses to written requests for information will be in the form of an addendum that will be posted on the Town website no later than 12:00pm on January 27th, 2014.
- Failure to comply with these conditions will result in the bidder waiving the right to dispute bid specifications and conditions, no exceptions.

The Town of Stratford reserves the right to award the bid:

1. To more than one (1) bidder, based on meeting the required specifications, cost, availability and schedule, or any combination of these criteria;
2. To a single bidder who meets the required specifications, scope of services, and offers the best combination of lowest cost, best availability and schedule, and broadest range of services;
3. And may add, subtract or delete any location or item as deemed in the best interest of the Town.

REQUIREMENTS

- A. The Bidder must not discriminate, nor permit discrimination, against any person on the grounds of race, colors, national origin, religion, sex, handicap, or veteran status, in their employments practices, in any of their contractual arrangements, in all service and accommodations they offer to the public, and in any of their business operations.
- B. The successful bidder MUST secure all required permits (local, state, federal) prior to commencing work on the site.

- C. The successful contractor shall provide qualified personnel including all necessary licenses and certification, with the responsibility of providing back up services to the Department of Public Works (DPW).
- D. The Town reserves the right to award on an as needed basis.

DETAILED SPECIFICATIONS

This bid is intended to assist the Department of Public Works crews and services for multiple on-call situations.

- The response time shall be two (2) hours from the initial call.
- Work hours shall be 7:00 am to 3:00 pm Monday through Friday.
- Equipment shall be priced separately from labor. It is not assumed that every piece of equipment be partnered with an operator.
- All planned projects and work shall not exceed \$100,000

RESPONSIBILITIES

- Provide labor and equipment as needed, and for an undetermined length of time, depending on the project requirements, such as, but not limited to, hurricane, nor-easter, etc.
- Contractor shall keep proper and sufficient records necessary for reporting to any and all Federal, State, and/or Local Agencies as may be required. Contractor will be required to provide access to all records for inspection, copy and/or audit of any such records required by any agency of the Town, State, or Federal government.
- Contractor shall, at all times, be responsible for the conduct, health and safety of its employees.
- The Contractor must have the ability to identify various construction materials and understand product usage for various projects.
- Must be license, trained, and up to date with the current OSHA rules and regulations.
- The Contractor shall be responsible for maintenance and repair of own equipment and tools.

STORAGE OF EQUIPMENT

- The Contractor shall store all materials, tools, and equipment in areas designated only by the Department of Public Works. The Contractor shall keep such areas clean of combustible waste.
- Any item stored outdoors shall be stored off the ground on adequate supports.
- The Contractor shall provide adequate facilities for the storage of waste materials, debris, surplus materials, equipment and rubbish, prior to removal from the site on a daily basis.

- The Contractor shall be solely responsible for damage, loss or liability due to theft or vandalism of all materials, tools and equipment when work is not in progress at night, weekends, or holidays.
- The Town prohibits unattended tools and equipment.

SUBCONTRACTING

The successful Contractor may not subcontract any portion of the work.

EQUIPMENT LIST

The bid proposal form lists the vehicles and equipment preferred by the Town of Stratford. The Contractor is encouraged to list comparable equipment, for example if the size, height, weight differs from the items present.

**TOWN OF STRATFORD
 BID FORM
 BID #2014-002
 LABOR & EQUIPMENT FOR TOWN SERVICES**

The undersigned declares that s/he has carefully examined the Information for Bidders, "General Conditions", "Specifications", "Bid Form" and any other Contract documents, and site of work for the above project, and proposes to furnish all plant, labor, materials and equipment, and to perform all work necessary to complete the project in strict accordance with the requirements of these contract documents as follows:

Equipment	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
Excavators	\$	\$	\$	\$
Mini-Excavator – Under 20,000lbs	\$	\$	\$	\$
Mini Excavator Attachment	\$	\$	\$	\$
Excavator 20,000 – 39,999 lbs	\$	\$	\$	\$
Attachment for Excavator 20,000 – 39,999 lbs	\$	\$	\$	\$
Excavator 40,000 – 59,999 lbs	\$	\$	\$	\$
Attachment for Excavator 40,000 – 59,999 lbs	\$	\$	\$	\$
Excavator 60,000 – 79,999 lbs	\$	\$	\$	\$
Attachment for Excavator 60,000 – 79,999 lbs	\$	\$	\$	\$
Excavator 80,000+ lbs	\$	\$	\$	\$
Attachment for Excavator 80,000 + lbs	\$	\$	\$	\$
Operator per Hour – Straight	\$			
Operator per Hour – Over-time/Emergency Time	\$			
Cranes	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
Crane (specify size)	\$	\$	\$	\$
Operator per Hour – Straight time	\$			
Operator per Hour – Overtime/Emergency Overtime	\$			
Wood Chippers	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
6" – 12"	\$	\$	\$	\$
12" – 18"	\$	\$	\$	\$
18" – 24"	\$	\$	\$	\$
24+"	\$	\$	\$	\$
Operator per Hour – Straight time	\$			
Operator per Hour – Over-time/Emergency time	\$			
Roll-off Trucks Short-term	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
Roll-off with 20 yard container	\$	\$	\$	\$
Roll-off with 30 yard container	\$	\$	\$	\$
Roll-off with 40 yard container	\$	\$	\$	\$
Roll-off with 50 yard container	\$	\$	\$	\$
Container rental – long term – onsite (over 24	\$	\$	\$	\$

hours)				
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			
Dozers	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
Dozer under 20,000 lbs	\$	\$	\$	\$
Dozer 20,000 – 39,999 lbs	\$	\$	\$	\$
Dozer 40,000 – 59,999 lbs	\$	\$	\$	\$
Dozer 60,000 – 79,999 lbs	\$	\$	\$	\$
Dozer 80,000+lbs	\$	\$	\$	\$
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			
Wheel Loaders	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
1 – 1.99 yard	\$	\$	\$	\$
Attachment 1 -1.99 yard	\$	\$	\$	\$
2 – 2.99 yard	\$	\$	\$	\$
Attachment 2 – 2.99 yard	\$	\$	\$	\$
3 – 3.99 yard	\$	\$	\$	\$
Attachment 3 – 3.99	\$	\$	\$	\$
4 – 4.99 yard	\$	\$	\$	\$
Attachment 4 – 4.99 yard	\$	\$	\$	\$
5 – 5.99 yard	\$	\$	\$	\$
Attachment 5 – 5.99 yard	\$	\$	\$	\$
6 + yards	\$	\$	\$	\$
Attachment 6 + yards	\$	\$	\$	\$
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			
Track Loaders	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
1 – 2.99 yard	\$	\$	\$	\$
3 + yards	\$	\$	\$	\$
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			
Skid Steers	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
Skid Steer – Rubber Tire	\$	\$	\$	\$
Skid Steer – Track	\$	\$	\$	\$
Skid Steer Attachments	\$	\$	\$	\$
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			

Generators	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
5,000 – 10,000 watt	\$	\$	\$	\$
50 -100 KVA	\$	\$	\$	\$
100 -150 KVA	\$	\$	\$	\$
150 -300 KVA	\$	\$	\$	\$
Trash Pumps with hose				
	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
2"	\$	\$	\$	\$
3"	\$	\$	\$	\$
4"	\$	\$	\$	\$
6"	\$	\$	\$	\$
8"	\$	\$	\$	\$
10"	\$	\$	\$	\$
12"	\$	\$	\$	\$
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			
Dump Trucks				
	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
6 Wheeler Dump	\$	\$	\$	\$
Tandem Axle Dump	\$	\$	\$	\$
Triaxle Dump	\$	\$	\$	\$
Chip Box Truck	\$	\$	\$	\$
Tandem Axle Tractor	\$	\$	\$	\$
Triaxle Tractor	\$	\$	\$	\$
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			
Bucket Trucks				
	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
Bucket Trucks	\$	\$	\$	\$
Bucket Truck under 40'	\$	\$	\$	\$
Bucket Truck – 40' -49'	\$	\$	\$	\$
Bucket Truck – 50' – 59'	\$	\$	\$	\$
Bucket Truck – 60' -69'	\$	\$	\$	\$
Bucket Truck 70' – 79'	\$	\$	\$	\$
Bucket Truck – 80' +	\$	\$	\$	\$
Operator per Hour – Straight Time	\$			
Operator Per Hour – Overtime/Emergency Time	\$			
Trailers (only not power unit)				
	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
10 ton Tag along	\$	\$	\$	\$
20 ton Tag along	\$	\$	\$	\$
35 ton Low Bed	\$	\$	\$	\$

50 ton Low Bed	\$	\$	\$	\$
20 - 39 Yard Dump Trailer	\$	\$	\$	\$
40 -59 Yard Dump Trailer	\$	\$	\$	\$
60 - 79 Yard Dump Trailer	\$	\$	\$	\$
80 -100 Yard Dump Trailer	\$	\$	\$	\$
Operator per Hour - Straight Time	\$			
Operator Per Hour - Overtime/Emergency Time	\$			
Other Vehicles and Equipment				
	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
Utility Truck	\$	\$	\$	\$
Pick Up Truck	\$	\$	\$	\$
Rack Body Truck	\$	\$	\$	\$
Tractor Loader	\$	\$	\$	\$
Towable Light Tower	\$	\$	\$	\$
Light Stands	\$	\$	\$	\$
Tractor Loader Backhoe	\$	\$	\$	\$
Chain Saws (18 inch minimum)	\$	\$	\$	\$
Cutoff Saw	\$	\$	\$	\$
Air Compressor - 225 CFM	\$	\$	\$	\$
Air Compressor - 185 CFM	\$	\$	\$	\$
Chipping Hammer	\$	\$	\$	\$
60 lb Jack Hammer	\$	\$	\$	\$
90 lb Jack Hammer	\$	\$	\$	\$
Tamper	\$	\$	\$	\$
Sand Bags	\$	\$	\$	\$
Operator per Hour - Straight Time	\$			
Operator per Hour - Overtime/Emergency Time	\$			
Boats				
	Hourly Rate	Daily Rate	Weekly Rate	Monthly Rate
10-14" John Boat (No Motor)	\$	\$	\$	\$
10-14" John Boat (Motor)	\$	\$	\$	\$
15-20' Work Boat with Engine	\$	\$	\$	\$
20-25' Work Boat with Engine	\$	\$	\$	\$
25-30' Work Boat with Engine	\$	\$	\$	\$
Operator per Hour - Straight Time	\$			
Operator per Hour - Overtime/Emergency Time	\$			
Services		Operator per Hour - Straight Time	Operator per Hour - Overtime/Emergency Time	
Carpentry	\$		\$	
Plumbing	\$		\$	
Roofing	\$		\$	
Vinyl Siding	\$		\$	
General Labor	\$		\$	
Sand and Brush Hauling	\$		\$	

Tree Work	\$	\$
Storm Debris Hauling and Clean-up	\$	\$
Emergency Services	\$	\$
Masonry	\$	\$

The Town has the right to add or remove items and/or quantities from this bid. The Town of Stratford reserves the right to award the bid with multiple items:

- a.) To more than one bidder, based on meeting the item(s) specification, cost, availability, or any combination of these criteria;
- b.) To a single bidder who meets the specifications for all items, and offers the best combination of lowest cost, best availability, and broadest product range;
- c.) May add, subtract, or delete any item and/or quantity as deemed in the best interest of the Town;
- d.) All pricing shall include the cost of labor, materials, equipment, tools mobilization, incidentals, delivery permit (where not waived by the Town), licenses, overhead and profit, taxes (except for which Owner is exempt) and insurances.

The undersigned attests that this Bid is to the "Conditions" and "Specifications" except as noted here and on separate typewritten pages (if necessary) included with and made a part of this Bid.

EXCEPTIONS (if any): _____

COMPANY: _____
 (please type or print)

ADDRESS: _____ PHONE: (____) _____
 CELL PHONE (____) _____

CITY/STATE: _____ ZIP CODE: _____

EMAIL ADDRESS _____

PRINT NAME _____

AUTHORIZED SIGNATURE: _____

DATE: _____ TITLE: _____

Provide Information regarding number of years in business, size of firm, and facility location.

Number of years in business: _____

Number of employees: _____ (full time) _____ (part time)

Location: _____ (Town) _____ (State)

REFERENCES

Provide References details for most recent similar scope projects performed for municipalities in the State of Connecticut:

REFERENCE #1:

Name of Company: _____ Phone: _____

Contact Person: _____ Cell: _____

Company Address: _____ Fax: _____

Date Work Completed: _____ Email: _____

REFERENCE #2:

Name of Company: _____ Phone: _____

Contact Person: _____ Cell: _____

Company Address: _____ Fax: _____

Date Work Completed: _____ Email: _____

REFERENCE #3:

Name of Company: _____ Phone: _____

Contact Person: _____ Cell: _____

Company Address: _____ Fax: _____

Date Work Completed: _____ Email: _____

REFERENCE #4:

Name of Company: _____

Phone: _____

Contact Person: _____

Cell: _____

Company Address: _____

Fax: _____

Date Work Completed: _____

Email: _____

REFERENCE #5:

Name of Company: _____

Phone: _____

Contact Person: _____

Cell: _____

Company Address: _____

Fax: _____

Date Work Completed: _____

Email: _____

**TOWN OF STRATFORD
INSTRUCTIONS FOR BIDDERS
TERMS AND CONDITIONS OF BID**

1. PREPARATION OF PROPOSALS

"Bid Forms" shall be furnished by the Town of Stratford with all "Specifications", and the Bidder is required to use said forms to submit her/his proposal intact to the Purchasing Agent. All blank spaces must be filled in with ink, as noted. No changes shall be made in the forms. The Bidder shall sign her/his "Bid Form" in the blank spaces provided for this purpose. If the proposal is made by a partnership or corporation, the name and address of the partnership or corporation shall be indicated together with the names and addresses of the partners or officers. If the proposal is made by a partnership, it must be acknowledged by one of the partners, if made by a corporation, by one of the officers.

2. EXEMPTION FROM TAXES

Purchases made by the Town of Stratford are exempt from payment of Federal Taxes and Connecticut Sales and Use Taxes. Such taxes must not be included in the Bid price of all items or materials permanently incorporated into the work or furnished to the Town of Stratford under the Contract.

3. SUBMISSION OF PROPOSALS

Each "Bid Form" submitted must be enclosed in a sealed envelope which is clearly labeled with the Bid Contract to which it refers. This envelope shall then be placed in an outer envelope which shall be securely sealed and addressed to the Michael Bonnar, Purchasing Agent, Town of Stratford, 2725 Main Street, Room 202 Stratford, Connecticut 06615. It shall bear the name and address of the Bidder and the designation of the Bid Contract to which the proposal refers.

4. OBLIGATION OF THE BIDDER

At the time of the opening of the Bids, each Bidder will be presumed to have bid to the "Conditions" and "Specifications", and to have read and be thoroughly familiar with the Bid documents, and no allowance will be made for failure to have done so.

5. QUALIFICATIONS OF THE BIDDER

The Town may make such investigations as it deems necessary to determine the ability of the Bidder to perform the work and the Bidder shall furnish to the Town all such information and data for this purpose as the Town may request. The Town reserves the right to reject any proposal if the evidence submitted by or investigation of such Bidder fails to satisfy the Town that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein, or has previously failed to properly perform or complete on time any contract.

6. OBLIGATION OF THE BIDDER

At the time of the opening of the Bids, each Bidder will be presumed to have bid to the "Conditions" and "Specifications", and to have read and be thoroughly familiar with the Bid documents, and no allowance will be made for failure to have done so.

7. METHOD OF AWARD

A Purchase Order (Contract Award) will be issued at such time that services are requested by the Town.

8. CONTRACTOR'S INSURANCE

The Contractor(s) shall not commence work until s/he has obtained insurance required under this heading and such insurance has been approved by the Town Attorney, nor shall any subcontractor be permitted to commence work on her/his subcontract until similar insurance has been obtained and approved. The insurance required shall be maintained in force until all work to be performed under the terms of the Contract is completed. Proof of insurance will not be required until services are required.

9. PAYMENT

Payment shall be made after completion of the required work, and upon acceptance by the Public Works Director, within thirty (30) days after such acceptance when an invoice is rendered by the Vendor to the Purchasing Department for the amount due.